

principles outlined in II.37., consult with the RTW Facilitator.

2. 14. During any period of leave due to illness or injury, a member may seek SRR and/or Employee Assistance Services.

2. 15. A member on sick leave must have the Commander's written approval to travel beyond the boundaries of the district of duty area or area of primary residence for more than 24 hours, excluding periods of RTO, when travel is for personal reasons.

NOTE: Under certain circumstances, the Commander may verbally approve a request to travel beyond the boundaries outlined in sec. 2.15., to be followed by documented written approval.

2. 15. 1. The Commander may request the opinion of the HSO with regard to the appropriateness of the travel request and its impact on the recovery process.

2. 15. 2. If a request is denied, the Commander will provide the member with his/her written rationale for declining the request.

2. 15. 3. Where travel is to attend treatment, medical tests or consultation at the request of the member's medical practitioner, coverage of services and travel is subject to the limitations outlined in XIV.1. and FMM ch. 9.8.

NOTE: The Commander will process this type of request as a priority, and refusal should be on exceptional grounds and on the recommendation of the HSO.

2. 15. 4. An ill or injured member will remain on sick leave status when a travel request is approved.

2. 16. Where the seriousness of the illness or injury has resulted in the HSO's intervention, a return to full or modified duties may require:

2. 16. 1. a recommendation from the medical practitioner, in the form of a medical certificate with identified limitations and restrictions; and

2. 16. 2. the HSO's endorsement of a fitness for duty or fitness for active duty designation.

2. 17. Where the HSO has designated a member fit for duty or fit for active duty, the Commander will arrange for the member's return to work and/or implement the applicable RTW agreement as soon as feasible.

2. 18. A member on an approved sick leave may, when appropriate, be called back for the temporary purpose of attending court.

2. 18. 1. A member temporarily returning to work for court purposes will be compensated in accordance with the court time provisions outlined in NCM ch. 2.7., sec. 4.3.1.3., when the temporary return to work exceeds the scheduled hours defined in sec. 2.6. above.

2. 19. The Commander will communicate with members who are absent due to sick leave as required for the application of this directive.

EXCEPTION: When the CO orders that continued communication is no longer the responsibility of the Commander.

2. 20. When a member is participating in an RTW agreement and not working full-time hours, the balance of the unworked hours will be captured as sick leave.

2. 20. 1. Participation in an RTW agreement may supersede any previously scheduled hours of work established in accordance with NCM ch. 2.3.

2. 20. 2. Annual leave requests encompassing the RTW period must be submitted through the HRMIS leave system and approved before the formulation of the agreement.